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CENTRAL INTELLIGENCE AGENCY
OFFICE OF CENTRAL REFERENCE

17 January 1963

MEMORANDUM FOR: Chief, Research Production Staff, OCI

SUBJECT: BR Contributions to NIS Sections 57

1. Attached is a copy of BR's standing instructions concerning the preparation of biographic contributions to NIS Chapters VII. In the interests of standardizing our contributions to NIS Sections 57, we request that the format outlined in these instructions be used in the preparation of the biographic materials for these sections, with emphasis being placed on information pertinent to a study of counterinsurgency rather than on scientific qualifications and achievements as specified in the attached example.

2. It is requested that your office provide us with a list of the Sections 57 scheduled for production so that we may program our work to correspond with your deadlines.

3. It is further requested that all communications relating to any aspect of the production of Sections 57 be addressed to
[REDACTED] NIS Coordinator, OCR/BR, Room 1H66, HQ, extension 7997.

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[REDACTED]
Chief, Biographic Register

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Attachment

OCR/BR:BPf:nk

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